**Elegant Occasion by Kim**

3601 Fyfield Court, Land O’ Lakes, FL 34638

(813) 453-9337

**Elegant Occasions Event Planning Contract**

Date of wedding: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bride’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Groom’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Payment Terms**: Total fee agreed upon by client and Elegant Occasions by Kim is $\_\_\_\_\_. Elegant Occasions by Kim will hold the desired date with a deposit amount of $\_\_\_\_\_\_\_. The deposit amount is Non-refundable. Half of the remaining balance is due 6 months prior to the event date in the amount of $\_\_\_\_\_\_. The final payment is due three weeks prior to the event. Along with this fee, any fees and/or purchases outside of the agreed services are to be reimbursed to Elegant Occasion by Kim accordingly.

I hereby commission and authorize Elegant Occasions by Kim to organize and coordinate my wedding with the understanding that:

\*Elegant Occasion by Kim will not be held responsible for any natural occurrences preventing or delaying the event from happening as scheduled.

\*Any cancellations of this contract need to be made in writing 45 days prior to the event. If not, any and all monies received up to the time of cancellation will not be refunded to the Client.

\*Failure to pay balance three weeks before the event will result in a null and void contract.

Client’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_